

EDITED KSA LISTING

CLASS: CONSTRUCTION SUPERVISOR II, CORRECTIONAL FACILITY (CF)

NOTE: Each position within this classification may be required to possess all or some of these knowledge, skills or abilities.

	Knowledge of:
K1	Advanced knowledge of materials, methods and processes used in the construction of wood, steel frame, masonry and concrete buildings.
K2	Advanced knowledge of various commercial construction methods and trades (i.e., carpentry, masonry, plumbing, iron working, welding, heating, ventilating, electrical work, painting, structural steel frame erection, pre-cast tilt up wall panel construction, reinforced concrete construction, forming, bracing and shoring etc.) in order to perform the various functions of a Construction Supervisor II, CF.
K3	Current general knowledge of various codes and safety orders applicable to building construction to ensure the successful completion of various projects.
K4	Advanced knowledge of soil conditions, compaction and testing requirements to ensure proper site preparation.
K5	General knowledge of mechanical systems and equipment including steam boilers, air conditioning systems and the installation of gas and steam lines in order to supervise the proper installation of systems.
K6	Advanced knowledge of State laws, rules and regulations governing the purchase of construction materials, tools and equipment in order to effectively procure needed items.
K7	Advanced knowledge of State laws, rules and regulations governing the contract bidding process in order to effectively acquire legal binding contracts.
K8	Extensive knowledge of effective supervision in order to facilitate completion of a construction project.
K9	General understanding of the supervisor's role in the Equal Employment Opportunity Program in order to meet equal employment opportunity objectives.
K10	Advanced knowledge of cost analysis, scheduling, and projection methods, procedures and techniques in order to manage construction projects.
K11	Advanced knowledge of safety and security measures required during construction at correctional facilities in order to maintain a safe work environment.
K12	General knowledge of training techniques in order to effectively educate employees and staff.

Bold text-indicates not on Classification Spec.

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K13	Basic knowledge of drafting techniques necessary to clarify details for construction.
K14	Advanced knowledge of reading and interpreting plans and specifications in order to manage construction projects.
K15	General knowledge of principles and practices of administration, organization, budget and personnel management in order to supervise and manage personnel.
K16	Comprehensive knowledge of the principles of effective verbal, written, and group communications to accurately and effectively communicate job related information.
K17	Basic knowledge of operating a motor vehicle for transporting of materials, tools, equipment and personnel.
K18	Basic knowledge of math in order to calculate material quantities for estimating and purchasing purposes.

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	Skill to:
S1	Plan, organize, direct and evaluate the work of others in order to ensure quality products are provided within budgets and scheduled timeframes.
S2	Effectively communicate (written/verbally/listening) for the purpose of disseminating, sharing and receiving information and to establish and maintain the respect and cooperation of others.
S3	Analyze a wide variety of technical data, including project plans, cost estimates and materials specifications to provide information, options, recommendations, and/or produce accurate reports as it relates to the functions of a Construction Supervisor II, CF.
S4	Research a wide variety of technical data, including codes, standards, and material specifications, etc. to provide information, options, recommendations, and/or produce accurate reports as it relates to the functions of a Construction Supervisor II, CF.
S5	Establish and maintain professional relationships with consultants, contractors, representatives of governmental agencies, and others to gain cooperation.
S6	Operate computerized equipment to maintain accurate records, generate correspondence and reports, etc.
S7	Read and interpret construction plans and drawings to ensure successful completion of construction projects.
S8	Accurately calculate material quantities for estimating and purchasing purposes.
S9	Detect deviations from plans and specifications by inspection to maintain quality control of construction projects.
S10	Safely operate a motor vehicle for transporting of materials, tools, equipment and personnel.
S11	Evaluate and inspect the work of contractors in order to ensure service/product is within the contract scope.
S12	Maintain and organize project records accurately in order to reference and access information.

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S13	Evaluate skill level of individuals for the purpose of hiring all qualified personnel.
S14	Effectively contribute to the Department's Equal Employment Opportunity objectives in order to ensure a discrimination free work environment.
S15	Drafting skills necessary to clarify/create construction details.

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	Ability to:
A1	Lift and handle construction materials/tools (light to heavy) to facilitate production.
A2	Climb ladders to perform inspection duties at project sites.
A3	Stand for long periods of time in order to closely supervise construction activities.
A4	To maneuver about and around construction environments (e.g., uneven ground, trenches, cords, wires, rebar, etc.) in order to closely supervise construction activities.

	Special Personal Characteristics:
SPC1	Willingness to travel.
SPC2	Leadership, tact, and patience.
SPC3	Must be able to perform during stressful (physical, mental, and emotional) situations encountered on the job.
SPC4	Understanding of the problems and demonstrate an interest in training of adult offenders in custody within the prison environment.